

**Statewide Voter File Subgroup  
Meeting Notes  
May 16, 2003**

**Team Members Present:** Brad King, Laura Herzog, Zach Main, Martha Padish, Robin Winston, Ruth Hibbard (for Linda Grass), Dee Ann Hart, Kristi Robertson, Kathy Richardson, Pam Finlayson, and Todd Rokita. Facilitators: Sarah Taylor, Anita Kolkmeier, and Holly Davis.

**Others Present:** Kelly Sprague (Manatron, Inc.); Bill McCully and Cheryl Kennard (Quest Information Systems); Kevin Mullin (Covansys); Rod Hughes, Dianna Woodward, and Julie Booth (Accenture); Andy Cain (BMV); Sharon Priest (Former Arkansas Secretary of State and affiliated with ADG); Sue Anne Gilroy (former Indiana Secretary of State); Dale Simmons and Michelle Brzycki (IED); Sherry Beck (Marion Co. Voter Registration); Bill Pierce (ITOC); Ashley and Carolyn Grayson (ADG); Karen Daily (Benton Co. Clerk); Julia Vaughn (Count Us In); Rick Shaffer (EDS); Cris Fulford (Attain/Covoh); Lisa Brutto (Sysion, Inc.); Cam Savage (Secretary of State's Office); and Linda Muckway.

Secretary of State Todd Rokita called the meeting to order and introduced former Arkansas Secretary of State Sharon Priest and former Indiana Secretary of State Sue Anne Gilroy. Both Secretaries commended the bi-partisan efforts of the team. Secretary Priest said breaking the larger team up into manageable subgroups was a great idea.

Sarah Taylor introduced Andy Cain of the Bureau of Motor Vehicles. Brad King explained that the Help America Vote Act has specific requirements for the statewide voter file, including a link to the Bureau of Motor Vehicles which would then link to the Social Security Administration to confirm deaths, name changes, and identification numbers. Mr. Cain explained that a driver's license number does not change, unless a person leaves the state and then returns. The numbers are always unique, are not reused, and although there are different numbers for driver's license and state identification cards, the format is the same and they do not overlap. Mr. Cain went on to express confidence that the new BMV computer system would be able to interface with the statewide voter file system.

Dan Gettelfinger, with the Indiana Department of Administration, explained the procurements process for selecting a statewide voter file vendor. Title 3 HAVA requirements, as well as Section 508 of the Telecommunications Act accessibility standards, will need to be built into the existing RFP format, creating a two phase selection process. Vendors will have to meet certain requirements before advancing to the next phase. Mrs. Taylor mentioned that some subgroup members had concerns about disclosing the amount the state would spend on the voter file to vendors, and Mr. Gettelfinger said they could use language such as "not to exceed \$X." **The group decided to use a range of \$7-11 million in the state plan, instead of a set price, and change the strategic reserve to \$2-6 million (to reflect the range in price for the voter file).**

Zach Main inquired if the team wanted to secure the services of a consulting company to help write the RFP, would they have to have an RFP for that? Mr. Gettelfinger replied they did not as long as the consulting company is not bidding on the voter file and their fees for

consulting are under \$75,000. Bill Pierce, with ITOC, expressed his willingness to make sure that the standards and interface requirements are clearly defined in the RFP.

Mr. King reported that SB 268, now PL 209, adds a new chapter to the election code providing for the requirements in HAVA. With regards to the statewide voter file, the Secretary of State, with the consent of the co-directors of the Indiana Election Division, is charged with implementing the HAVA requirements. He went on to say that HAVA does not define 'electronic access,' but calls for immediate access by election administrators. It will be up to each state to define what 'electronic access' means to them, however, current Indiana Law already defines who can have access to the full voter file. A discussion on how the voter file can be obtained followed, but it was noted that the voter history does not have to be furnished as part of the voter file. Secretary Rokita suggested that a "where do I vote" function be attached to the voter file as a website function.

Mrs. Taylor noted that no additional state surveys had been received, most likely because other states are also preparing their plans.

**Robin Winston wanted the State Plan to reflect the intent to establish a technical oversight committee to prepare the RFP, work with the Department of Administration, and adhere to minority and women business owner practices.** He encouraged the vendors present to visit the state's website at <http://in.gov/idoa/minority/index.html>. **Secretary Rokita added that he envisioned a steering committee, comprised of any team members who would like to participate, as well as local stakeholders (Voter Registration and Clerks' Associations).** Team members would have a first right of refusal, then the local stakeholders would fill in to round out the steering committee. **Zach Main added that people with technical expertise also needed to participate on the steering committee. All agreed an independent vendor should serve as a consultant to help guide the RFP process. The Secretary of State and co-directors of the IED will select the vendor.**

Secretary Rokita informed the subgroup members that Indiana had received \$5 million in Section 101 and 102 money. The second installment of money would come in after the qualifying precinct data is analyzed. Mr. King suggested that the section 101 money be used now to pay the consultant and keep the process moving. The section 101 money would be reimbursed from Title III requirements money.

**The subgroup agreed that the plan should reflect the need for on-going training for the voter file maintenance, differentiating between short and long term training.**

#### **Public Comment**

Linda Muckway said she hoped there would be better communication between voter registration and the Bureau of Motor Vehicles. Secretary Rokita reassured her that was the purpose of the statewide voter file.

Dale Simmons reiterated how important the vendor consultant would be to the RFP process because they will be familiar with the technical aspects of the project.

Carolyn Grayson, AEG, said her technology consulting firm could be of help in this process.